

MACS

Candidate Bulletin of Information

Licensing Examinations for Massachusetts Construction Supervisors

Massachusetts Construction Supervisors Licensing Examinations

The Massachusetts Construction Supervisors Licensing Examinations are developed by Experior in conjunction with a committee of experts assembled by the Massachusetts State Board of Building Regulations and Standards. The object of the examinations is to measure whether candidates possess the minimum knowledge required to be licensed as construction supervisors in the State of Massachusetts in one of the following categories: restricted (one- and two-family dwellings only or masonry only) or unrestricted (one or two family dwellings and buildings or structures which contain less than 35,000 cubic feet of enclosed volume).

General Inquiries

All questions regarding the Massachusetts Construction Supervisors Licensing Examinations should be directed to:

**Experior Assessments
A Division of Capstar
1260 Energy Lane
St. Paul, MN 55108
Phone: 800.626.0750
www.experioronline.com**

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MASSACHUSETTS CONSTRUCTION SUPERVISORS LICENSING EXAMINATIONS FACT SHEET

Registration Deadline Date*

February 13, 2004
May 14, 2004
August 13, 2004
November 12, 2004

Test Date

March 13, 2004
June 12, 2004
September 11, 2004
December 11, 2004

***Your registration form and test fee MUST be received at Experior by the Deadline date. Postmarks are NOT considered.**

NOTE: No changes in test date, test center, or type of license, and no refunds will be made after the registration deadline date.

Test Centers

Wakefield
Marshfield
Boston
North Dartmouth
Worcester
Springfield
Marlborough

Locations

(general area)

Requirements

1. You must indicate the license for which you are applying by checking the appropriate box for unrestricted (35,000 cubic feet of enclosed space and one- and two-family dwellings) or restricted (one- and two-family dwellings or masonry only).
2. You must be at least 18 years old at the time of the test.
3. You must sign the tax statement on the reverse side of the registration form. The tax statement will be used by the state to determine eligibility for licensure. Refer to the MACS Candidate Bulletin of Information for details.
4. Only candidates who have not previously passed an examination in the same license class and/or received a license in the same class are eligible to take the examination. **Refer to the Bulletin for exceptions.**
5. You must have at least three years of experience in building construction or design in the field in which you desire to be licensed.
 - **Your work experience need not be consecutive, but you MUST document a minimum of 36 months of full-time work experience. Include the month and year that you began and ended working for each employer.**
 - Successful completion of a three or four year vocational high school or other vocational school program in the field of building construction shall be deemed as satisfying **one year** of the required three years experience.
 - Union affiliation is not acceptable as work experience. List the names and addresses of the employer(s) for whom you worked as a union member.
 - You must have worked full-time (a minimum of 40 hours per week) for any employer you list on your registration form. No part-time employment (less than 40 hours per week) will be counted toward the required 36 months of experience.
If you are an independent contractor, provide your company name and address, years you have been self-employed, employer names and addresses, and duties you have performed for each employer. With the exception of the vocational education noted above. Schooling will not be accepted as work experience.
6. You must list your duties as they directly relate to the field of building construction or design. Do not give only your title, but also the duties associated with that title for each employer on the registration form. For example, if you were self-employed, list the specific duties you performed, (e.g., masonry, framing, form work) not simply that you were self-employed or that you are president or owner of a company.

If you do not clearly indicate a minimum of **36 months of full-time work experience** or if you do not fulfill any of the other requirements, the registration form and test fee will be returned to you for correction(s). If you are unable to return your corrected registration before the deadline date, you will be transferred to the next test date.

Application Procedures

1. Read the Candidate Bulletin of Information, and complete BOTH SIDES of the registration form on the back cover of the Bulletin. **The registration form will be returned to you if the acceptance statement and/or the tax statement are not signed, or the form is incomplete. You must also indicate with a signature that you have read and understand the contents of the Bulletin of Information.**
2. Mail the completed registration form with a check or money order payable to **EXPERIOR** in the amount of **\$100.00** to:

**Experior Assessments
A Division of Capstar
1260 Energy Lane
St. Paul, MN 55108**

Important Notes

1. This is an “open-code book examination.” You should bring a current copy of the Massachusetts State Building Code, 6th Edition as amended, to the test center, since you will need it as a test reference. If you do not have a copy of this publication, you may purchase a copy by writing to The State Bookstore, State House, Room 116, Boston, MA 02133 or by calling The State Bookstore at 617.727.2834.
2. **No loose notes or attached papers, or extra papers are allowed in the MA State Building Code. Any other material that is not the codebook will be removed.** Highlighting (prior to the exam) and tabs, are allowed
3. You must bring your admission letter and a **passport photo** (refer to Page 4 of this Bulletin), three No. 2 pencils with erasers, a watch, and current **positive photo identification** such as your driver’s license to the test center. **You must also bring a passport photo to attach to your admission letter.** You may also bring a silent calculator or slide rule for use at the test center. Refer to the Bulletin for type of calculator permitted.
4. **No other loose papers, references, study aids, or materials will be permitted at the test center.**
5. **Candidates will be assigned to the test centers they choose on a first come, first assigned, basis.** If the center you have chosen is full, you will be assigned to the nearest site available.

Receiving Your License

If you earned a passing score, you will receive instructions for obtaining your license on your score report. The \$150 fee for your license must be received at the State Board of Building Regulations and Standards, One Ashburton Place, Room 1301, Boston, MA 02108, within **90 days** after the test date. Your full name must be typed or legibly printed on your bank check or money order; no personal checks will be accepted by the Board. Failure to comply with these regulations may require you to take the test again.

Processing of your license should be completed within 30 to 60 days of receipt of your request.

Administrative Procedures

Eligibility

To be eligible to register for an examination the candidates must:

- be at least 18 years of age, and
- have a minimum of **three years** of experience in building construction or design in the field in which a license is desired, and
- have **not** previously passed an examination in the same license class and/or received a license in the same class. **Exceptions:** 1) individuals whose licenses have exceeded the renewal period as prescribed by 780 CMR R5; 2) individuals as ordered by the License Review Committee (See 780 CMR R5).

Registration

To register for the tests, candidates must:

- Review this *Bulletin* and understand the conditions set forth
- Complete the Registration Form on the inside back cover of this *Bulletin* (see **Note below**)
- Complete the tax statement on the reverse side of the registration. The Registration Form will be sent to the state and the tax statement will be used to determine eligibility for licensure.
- Submit the Registration Form with the appropriate fee to Experior for **RECEIPT** by the deadline date. (Complete information regarding this process appears on the Fact Sheet which is made part of this document as an insert.)
- Improperly completed registration forms or forms submitted without the fee may be returned to the candidate.

NOTE: When filling in the Work Experience portion of the Registration Form, please be sure to list your **specific duties** (e.g., framing, masonry, form work, siding, etc.). **Do not use general terms**, such as “built a house” or “construction”, and do not use terms such as “president” or “owner” of a company. Registration Forms will be returned if specific duties are not listed in the designated area. If you are self-employed, list the years and specific duties of your employment and your **company name**, address, and telephone number in the space for employer. Persons who are self-employed must work full time and have a minimum of three years of experience in the construction field to fulfill the eligibility requirements.

Test Dates

Please refer to Page 1 of this Bulletin for test dates.

Test Centers

A list of the test center locations appears on the Fact Sheet. Experior will make every effort to assign candidates to the test centers of their choice. **There are times, however, when more candidates apply for one center than can be accommodated. When this occurs, some candidates will be assigned to another center as near as possible to their requested locations.**

*Candidates may **NOT** request a change of center after registration forms have been processed.*

Special Testing Considerations

Candidates whose religious convictions or military duties prevent them from taking tests on a Saturday may request special testing arrangements. Candidates should submit their Registration Form with a short statement of their needs and, as appropriate, written confirmation from a minister, rabbi or commanding officer. Requests for special arrangements received without the appropriate documentation cannot be honored. Experior will send a letter confirming the special arrangements (date, time, and location of the examination) to the candidate approximately 10 days before the test date. Special testing registrations, accompanied by the required documentation, **must be received at Experior by the registration deadline date**. There is no additional fee for special arrangements.

AMERICANS WITH DISABILITIES ACT (ADA)

If you require testing accommodations under the Americans with Disabilities Act (ADA), please call Experior to obtain an Accommodation Request Form. Reasonable testing accommodations are provided to allow candidates with documented disabilities, which are recognized under the Americans with Disabilities Act (ADA), an opportunity to demonstrate their skills and knowledge. Candidates should submit professional documentation of the disability with their application to help determine the necessary testing arrangements. Thirty days' advance notice is required for all ADA testing arrangements. There is no additional charge for these accommodations.

Note: If English is your second language, a language barrier is not considered a disability.

Cancellation/Absence

A candidate who is absent on the day of the test or who does not report to the testing site by the reporting time designated on the admission letter **forfeits the test fee**. Be prompt. Candidates who arrive at the site after the check in process has begun may be turned away from the examination site. A candidate will **NOT** be automatically assigned to a subsequent test administration because of lateness, cancellation or absence. Any candidate who wishes to take the test at a later date must register again and submit the appropriate fee.

Admission to the Examination

Each candidate registered to take a test will be sent an admission letter about two weeks before the test date. The admission letter will contain the name of the test, the date on which the test will be given, the address of the test center, the time candidates are to report to the test center.

NOTE: *Any candidate who loses their admission letter or who has not received an admission letter four days before the test should immediately contact Experior by telephone at 800.626.0750.*

In addition to the admission letter, candidates MUST take the following to the test center:

- **A passport photo must be attached to your admission letter.** If you do not bring this to the examination site – **your score letter will not be released.**
- A copy of the *Massachusetts State Building Code, Sixth Edition (as amended)*, **INCLUDING** a copy of Chapter 36 (*Massachusetts State One- and Two-Family Dwelling Code, 6th Edition*)
- At least three No. 2 pencils with erasers
- A current driver's license or Passport* (Government or State issued identification only).

***No candidate will be permitted to take the test without proper identification (above).**

Candidates who do not have a copy of the State Building Code may purchase it by contacting The State Bookstore, State House, Room 116, Boston, Massachusetts 02133 or by calling 617.727.2834.

Regulations at the Test Center

To ensure that all candidates are tested under equally favorable conditions, the following regulations and procedures will be observed at each test center:

- Candidates will be permitted to use the *Massachusetts State Building Code*. Highlighting, tabs, and written notes in the *State Building Code* are permitted. During the test, however, candidates **may not** write in the Code Book.
- Candidates are **NOT** permitted to bring any loose papers or any books other than the Code into the testing room.
- Candidates may not use any other reference materials, papers or study materials at the test center. Candidates found with these or any other aids will not be allowed to continue the test, and their answer sheets will not be scored.
- Electronic communication equipment such as cellular phones or beepers are not permitted in the testing room. Alarm wrist watches should be silenced before the test.
- Candidates may bring a calculator or slide rule to the test center. Please note that only silent, hand-held, solar or battery-operated, non-programmable calculators (without paper tape-printing capabilities or alphabetic keypads) may be used. **NO CONSTRUCTION CALCULATORS ARE ALLOWED.**
- Under no circumstances will candidates be permitted to work beyond the allotted time for the examination. Time limits are generous and all candidates should have ample time to answer all questions and check their work.
- All scratch work must be done on scratch paper not in test books and not on the answer sheets. Only answers to questions are to be marked on the answer sheet.
- Any candidate who wishes to leave the room while the examination is in progress must first obtain permission from the supervisor.

- Candidates will not be permitted to use the telephone during the test.
- **Candidates who engage in any kind of misconduct or disruptive or offensive behavior, such as giving or receiving help, taking part in an act of impersonation, removing test materials or notes from the testing room, rude or offensive language, or behavior which delays or interrupts testing, may be dismissed from the examination.**

Instructions from the Test Center Administrator

At each test center, the test center administrator will read aloud the standard testing instructions from a manual prepared by Experior. This helps to ensure that testing conditions at all test centers are uniform. Candidates should listen carefully to all verbal instructions, because the administrator is not permitted to answer questions once the test has begun.

Before the test begins, the test center administrator will give verbal instructions for entering the identifying information on the answer sheet. This information is recorded electronically and is used to report scores; therefore, it must be accurate. If the information is incorrect or incomplete, score reporting and license issuance could be delayed. Candidates should refer to, and become familiar with, the sample answer sheet shown on this *Bulletin*. The same type of answer sheet will be used at the test center.

Taking the Test

Below are suggestions for candidates taking the test:

- Read the directions carefully before attempting to answer any questions. Candidates who skip over the directions or read them too quickly could miss important information.
- Use your time economically by approaching the questions in order. Do not waste time on those questions containing material that is unfamiliar or difficult.
- With some knowledge about a particular question, candidates may be able to eliminate one or more of the answer choices as wrong. In such cases, it is better to make an educated guess at the correct answer than to leave the answer space blank.
- Record the answers on the separate answer sheet carefully. The numbering of questions in the test book matches the numbering of responses on the answer sheet. Answer spaces on the answer sheet are lettered to correspond with the letters of the possible answers printed in the test book. For each question, be sure to completely fill in the appropriately lettered circle on your answer sheet. **No credit will be given for answers written or indicated in the test book.**
- **Completely erase any previously marked response. Multiple responses to a question will be scored as incorrect.**

Score Information

Release of Score Information

Test results will be mailed to candidates approximately four to six weeks after the test administration. It is Experior's policy that information about a candidate or his or her test scores shall be released only with the candidate's written consent. The candidate's Registration Form constitutes written authorization for Experior to release test scores to the Massachusetts State Board of Building Regulations and Standards. However, to ensure their confidentiality, test results **will not** be released over the telephone by either the Board or Experior. Electronic score data files will be retained by Experior for a period of two years.

Understanding Test Results

A panel of experts in the construction field established the recommended passing score for the Massachusetts Construction Supervisors Licensing Examinations by determining the minimum knowledge needed to be licensed as either a restricted (one- and two-family dwellings only or masonry only) or unrestricted construction supervisor. Candidates who have indicated, through their performance on the test, that they possess these qualifications will receive a score report with the word **"PASS"** printed on it. Numerical passing scores are not reported to passing candidates to avoid potential misuse of the scores in hiring.

Candidates who do not pass the test will receive a score report with the word **"FAIL"** printed on it. The score report will also contain the candidate's numerical score.

How Test Results Are Determined

There are several forms of each test. These forms were developed from the same set of content specifications; however, the level of difficulty may vary slightly because different questions appear on different forms. Since it would be unfair to require a candidate taking a slightly more difficult form of the test to answer as many questions correctly as a candidate taking a less difficult form, a statistical procedure known as equating is used to correct for the differences in level of difficulty.

VERIFICATION OF SCORES AND SCORE RELATED SERVICES

Candidates who receive a failing score on the test may request a re-score or handscore of their most current examination. Requests for a re-score may be made in writing and must be accompanied with a check for \$15.00.

Other services for additional study:

Strength and Weakness Report* – Candidates who do not pass the exam have the option to obtain a Strength and Weakness report. This report shows how well the candidates did in the different subject areas of the exam. Scores are based on individual exam questions and NOT on the strength and weakness report.

Review* - Candidates who did not pass their second successive examination are allowed to review their LAST examination. The purpose of the review is to provide the non-passing candidate with an opportunity to review the questions that were answered incorrectly.

Licensing

Instructions for obtaining your license once you pass the examination appears on the Fact Sheet.

Description of the Examination

Unrestricted vs. Restricted (one- and two-family dwellings only or Masonry only) Licensure.

Unrestricted License:

According to the *Massachusetts Building Code, Section 108.3.5 & Section 116.0*, individuals who directly supervise persons engaged in construction, reconstruction, alteration, repair, removal, or demolition involving any activity regulated by the code for:

- buildings containing less than 35,000 cubic feet of enclosed space,
- one- and two-family dwellings or any accessory building thereto irrespective of size.
- buildings used for farm purposes, and
- retaining walls less than 10 feet in height at all points along the wall as measured from the base of the footing to the top of the wall

Must possess a current unrestricted construction supervisor's license.

Restricted (one- and two-family only)

Individuals who hold a restricted (one- and two-family only) construction supervisor's license shall be limited to direct supervision of persons engaged in construction, reconstruction, alteration, repair, removal, or demolition involving any activity regulated by the code for: any one- and two-family dwellings irrespective of size of any accessory building thereto.

Format of the Tests – for the unrestricted & restricted (one- and two- family only)

Both the restricted (one- and two-family only) and the unrestricted exams consist of 50 multiple-choice questions which candidates will have three hours to answer. The Masonry exam consists of 50 questions, candidates will have three hours to complete this exam. Exam questions are derived from the *Massachusetts State Building Code* as well as from areas of general knowledge and experience which are considered relevant to the duties of construction supervisors in the State of Massachusetts. The tests are open-book style and candidates are permitted to use the *Massachusetts State Building Code* during the test.

Test Content Outline – Unrestricted and restricted (one- and two-family only)

I. Code Administration (7-9 Questions)

- A. Permits, plan submittals, code violations, stop work orders, permit revocations, certificates of occupancy, inspections
- B. Licensing rules, license revocation or suspension, responsibilities of licensees
- C. Use groups, construction types, material classifications
- D. Terminology and definitions

II. General Knowledge of Quality and Strength of Materials/Design Considerations/Safety (3-5 Questions)

- A. Building elements, loads, foundations, walls, columns, beams, girders, trusses, arches, rigid frames, cables, domes
- B. Selection of materials
- C. Safety practices and regulations
- D. Terminology and definitions

III. Sitework and Foundations (3-5 Questions)

- A. Soils and soil testing
- B. Foundations, settlement, bearing capacity, piers*, slabs on grade
- C. Dampproofing, waterproofing, drainage
- D. Backfilling, demolition, retaining walls
- E. Terminology and definitions

IV. Concrete (3-5 Questions)

- A. Concrete materials, precast concrete*, cast-in-place concrete, form work, concrete framing*, reinforcement, curing and testing, shoring, bracing, grout*
- B. Terminology and definitions

V. Masonry (3-5 Questions)

- A. Brick masonry, stone masonry, unit masonry (clay, concrete, hollow, solid, glazed)
- B. Mortars (types, composition, uses)
- C. Cold weather and moisture protection
- D. Reinforcing requirements, procedures*
- E. Fireplaces, flues, chimneys
- F. Terminology and definitions

VI. Metals (2-4 Questions)

- A. Framing (structural, lightgage), metal joists
- B. Metal decking*, fasteners
- C. Steel sizing, designations, connections, connectors, spans, inspection and testing
- D. Terminology and definitions

* Not included in the Restricted Examination

VII. Wood (7-9 Questions)

- A. Lumber (grades, dimensions, stamps, characteristics, native lumber)
- B. Framing (sizing, spacing, spans, hangers, bracing, notching, boring, anchorage, connections, joints)
- C. Plywood, prefabricated structural wood
- D. Treatment, preservatives, protection against decay and termites
- E. Finish carpentry, heavy timber construction, wood/metal systems
- F. Terminology and definitions

VIII. Thermal and Moisture Protection (4-6 Questions)

- A. Roof types, decks, membrane roofing, metal roofing*, roofing specialties*, preformed roof and wall panels*, roof coverings
- B. Cladding, siding, flashing, sealants, gaskets, insulation
- C. Ventilation, roofing accessories and structures
- D. Terminology and definitions

IX. Doors, Windows, and Passages (2-4 Questions)

- A. Entrances, exits, passageways, corridors* (direction of travel, dead-end corridors), ramps, emergency egress, handicapped accessibility/egress*
- B. Stairways (design, tread width, riser height, enclosures, headroom, guards, rails, landings)
- C. Metal doors and frames, wood doors and frames, glass doors, hardware
- D. Window types, metal, wood, glazing procedures, accessories, curtain walls*, storefronts*
- E. Safety glazing
- F. Terminology and definitions

X. Finishes (1-2 Questions)

- A. Plaster materials, lathing
- B. Plywood and wallboard, wall covering
- C. Floor systems, finishing, wood flooring, resilient flooring (vinyl, cork, rubber), ceramic and quarry tile*, carpeting
- D. Acoustical treatment, painting
- E. Terminology and definitions

* Not included in the Restricted Examination

XI. Mechanical Systems (2-4 Questions)

- A. Heating and cooling systems
- B. Ventilation, air distribution, piping, ducts
- C. Terminology and definitions

XII. Fire Protection (2-4 Questions)

- A. Fire resistance of materials*, flame spread, fire walls*, firestopping and draftstopping, fire separation assemblies, fire tests and ratings
- B. Protected openings*, rated shafts and enclosures*, fire door assemblies
- C. Fire suppression systems, manual fire alarms*, heat and smoke detectors
- D. Terminology and definitions

*Not included in the Restricted Examination

TEST CONTENT OUTLINE FOR RESTRICTED (MASONRY ONLY)

RESTRICTED MASONRY-ONLY CONSTRUCTION SUPERVISOR LICENSE:

Individuals who hold a restricted Masonry-only Construction Supervisor's License shall be limited to the direct supervision of persons engaged in construction, reconstruction, alteration, repair, removal or demolition involving the elements of fireplaces, chimneys, required means of egress stairs of masonry construction, masonry retaining walls deemed a threat to public safety, health or welfare and which retain four feet or more of unbalanced fill, and other masonry structures for which a building permit is required and that would not fall under the requirements of Section 116 of the Building Code. A restricted Masonry-only Construction Supervisor's License is not sufficient for the construction of masonry buildings for which a broader (unrestricted or restricted one- and two-family) Construction Supervisor License is required, in accordance with Section 108.3.5 and Regulation R5 of the Code.

In preparation for taking this exam, as a minimum, and only as such chapters relate specifically to masonry issues or the building permitting process, the Building Code appeals process; and/or Construction Supervisor Licensing requirements and responsibilities, candidates shall become very familiar with Chapters 1, 2, 7, 19, 21, 34 and 36 of the Sixth Edition of the *Code* as well as 780 CMR R5 of the RULES AND REGULATIONS, found in the back of the *Building Code* (also refer to the paragraph below).

The Restricted Masonry Exam. As a minimum, will test applicants on:

- Masonry requirements of the Sixth Edition of the *State Building Code*;
- Building Permit Process;
- Building Code Appeals Process
- Responsibilities of a Licensed Construction Supervisor;
- Other pertinent requirements of the *Building Code* and general practice as such relates to masonry and surrounding structural tie-in;
- General and specific knowledge of masonry construction.

A calculator is permitted but not necessary.

for Unrestricted and the Restricted (one- and two-family only)

The following sample questions illustrate the types of multiple-choice questions in each of the content areas in the test. The correct answers to these questions are provided at the end of the set of sample questions.

Directions: Each of the questions or incomplete statements below is followed by four suggested answers or completions. Select the one that is **best** in each case.

1. Day-care centers shall be classified as which of the following Use Groups?
 - (A) I-1
 - (B) I-2
 - (C) I-3
 - (D) I-4
2. What is the minimum allowable clearance of combustible insulating materials from any high heat source?
 - (A) 1 in.
 - (B) 2 in.
 - (C) 3 in.
 - (D) 4 in.
3. An attic with a ceiling vapor barrier shall be ventilated by screened openings with a minimum of one square foot of free vent area for how many square feet of ceiling area?
 - (A) 150 sq. ft.
 - (B) 300 sq. ft.
 - (C) 500 sq. ft.
 - (D) 1,500 sq. ft.
4. In an approved fire window, 1/4-inch wired glass is limited to a maximum area of
 - (A) 100 sq. in.
 - (B) 144 sq. in.
 - (C) 720 sq. in.
 - (D) 1,296 sq. in.
5. All of the following statements are true about the testing of concrete EXCEPT
 - (A) Laboratories that perform concrete testing must be licensed.
 - (B) Personnel who perform field concrete testing must be licensed.
 - (C) Field concrete testing must be witnessed by a registered architect or engineer.
 - (D) Concrete cylinders are used to test compressive strength of concrete.

Answer Key:

1. B; 2. C; 3. B; 4. D; 5. C

**MASSACHUSETTS CONSTRUCTION SUPERVISORS LICENSING EXAMINATIONS
REGISTRATION FORM**

Please complete BOTH sides of this form

1. Name

Print Last Name	Print First name	MI
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Mailing Address

Number and Street																													
City																				State		Zip Code							

2. Social Security Number

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4. Telephone Number
(Daytime phone number)

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5. Have you taken this examination previously?

☐ Yes

☐ No

6. Date of Birth

Month	Day	Year
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If you have passed the exam, list reason for retaking this exam.

REASON:

7. Testing Information (This information can be obtained from the Fact Sheet)

A. Test Location

(print only) **Print Test Location:** _____

B. Test Date

Month	Day	Year
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C. License for which you are applying:

☐ Unrestricted

☐ Restricted (One- and Two-Family Dwelling)

☐ Masonry Construction (limited)

8. Work Experience (Please check appropriate box)

I have had at least three years of building construction or design experience in the field in which I wish to be licensed.

☐ Yes

☐ No

List below the Names and Addresses of employers from whom you have received 3 years of construction experience.

If additional space is needed continue on the back of the form or attach a separate sheet. **LIST HANDS ON DUTIES:**
framing, roofing, form work ↓

From

Mo. Yr.

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Employer Name

Duties:

To

Mo. Yr.

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Number and Street

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From

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Employer Name

Duties:

To

Mo. Yr.

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Number and Street

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9. Vocational School (ATTENDED)

From

Mo. Yr.

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Vocational School

Course of Study:

To

Mo. Yr.

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Number and Street

																				City		State		Zip Code							
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(OVER) You must complete the other side →

When you have completed BOTH SIDES OF this form and signed the below statements, you may mail it with your fee of \$100.00 to:

Experior Assessments
A Division of Capstar
1260 Energy Lane
St. Paul, MN 55108

*****Important Information*****

Two (2) signatures are required for Experior to accept this form. If any of the signatures are missing or your form is incomplete it will be returned.

By signing and submitting this form, the applicant accepts the conditions set forth in the Candidate Information Bulletin concerning the administration of the tests and the reporting of test scores. To the best of my knowledge, the facts contained hererin are accurate and complete.

*****Signature includes that you have read and understand the rules and regulations and testing conditions listed in the Candidate Bulletin of Information.**

Signature _____ Date _____

Tax Statement (this must be signed)

Pursuant to the Massachusetts general laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that to my best knowledge and belief, I have filed all state tax returns and paid all state taxes required under law.

Signature

Date

Please be sure to review your registration form – forms received incomplete will be returned.